

**MINUTES OF GREAT HASELEY PARISH COUNCIL MEETING HELD ON  
MONDAY 20 MARCH 2023 AT 7.30PM IN THE VILLAGE HALL**

**Present:** Cllrs J Brown, C Groves, D Lindsay, R Sheehan, T Suter (Chairman), J Webster, P Woodrow, A Oughton (Clerk) and three members of the public.

**22/152 Public Discussion and Public Questions**

A resident raised the following concerns:

A red van is regularly parked outside the village hall obstructing the pavement making it impossible for wheelchairs, pushchairs and mobility scooters to pass.

Some of the new trees at Millennium Wood have been planted around the removable post allowing access into Wood. The entrance at the Recreation Ground used by the grass cutting contractor has also been planted.

It was noted that Castle Water is billing the Parish Council for water used at the allotments. It was the resident's understanding that water charges should be passed onto the allotment holders.

Regarding the proposed allotment fencing, the resident drew attention to a tiny piece of common land at the allotments which cannot lawfully be fenced.

**22/153 Apologies for Absence**

Apologies for absence received from Cllr Groves.

**22/154 Declarations of Interest and Dispensations**

There were no declarations of interest or dispensations.

**22/155 Minutes**

The minutes of the meeting held 13 February 2023 were confirmed as a correct record and signed by the Chairman.

**22/156 Matters Arising**

There were no matters arising.

**22/157 Planning Applications**

The following applications were noted:

**P23/S0102/S73 – Chiltern View, London Road, Milton Common, OX9 2NT**

**Amendment No. 1 – dated 22 February 2023**

s73 application to vary condition 2(approved plans) on application P21/S0059/FUL (New residential dwelling and garden store) - for amendments to the approved materials, elevational changes to bathroom windows and utility door, amendments to rooflight positions and numbers and insertion of additional first floor windows to bedrooms on the east elevation. (As amended by information received 22 February 2023).

**P23/S0556/HH – Maytree Cottage, Little Haseley, OX44 7LH**

Raise roof height of both chimney stacks on thatched roof by x4 courses of brickwork

**P23/S0587/DIS – Land to the North West of Stoke Talmage, Stoke Talmage, OX9 7HB**

Discharge of condition 4 (submission of final details of layout, design, and scale) on planning application P20/S3244/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

**P22/S4145/DIS – Land to the North West of Stoke Talmage, Stoke Talmage, OX9 7HB**

**Amendment No. 2**

Discharge of condition 5 - (details of hard and soft landscaping) and 6 (landscape management plan) on application reference number P20/S3244/FUL. (As amended by information received 8 February 2023). The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping.

It was further noted that the District Planning Authority has granted permission for the following applications:

**P22/S4495/LB - Maytree Cottage, Little Haseley, OX44 7LH**

Raise the roof height of both chimney stacks on thatched roof by x4 courses of brickwork.

**P23/S0063/HH - 21 Little Haseley, OX44 7LH**

New vehicular access to residential property. (Resubmission of P22/S0978/HH)

**Planning Matters**

Following the submission of objection by the Parish Council to planning application P23/S0102/S73 – Chiltern View, London Road, Milton Common, the planning officer had written to the Parish Council asking if the following would be acceptable to the Parish Council.

*The windows which were originally approved for the bathrooms in the western elevation are replaced within three months of the decision. The windows will be obscure glazed with top hung opening vents only.*

**Resolved** to support the planning officer's recommendation.

The Institute, Rectory Road – it was agreed to seek clarification from the planning authority about development currently underway on the site of the previously withdrawn application (P20/S4014/LDP).

**22/158 USAF B17 Memorial**

A quotation from Abingdon Stone & Marble Ltd, together with the proposed design of the memorial was tabled. Three quotations have been obtained of which Abingdon Stone is the most competitive. Donations have started coming in, currently the fund stands at around £2k.

**Resolved** to accept the quotation from Abingdon Stone & Marble Ltd at a cost of £4,996.80 (incl vat) and that the parish council will contribute £500 towards the memorial fund (unspent 2022-23 contingency budget) with a further £100 from the contingency budget should it not be spent by year end 31 March.

**22/159 Financial Report**

Bank statements to 28 February 2023 had been circulated. The balances were noted as follows: Current Account - £20,842.28; Business Reserve Account - £40,781.13

Current Account Income for February was: £644.31 (3<sup>rd</sup> Qtr vat claim), £100.00 donations for USAF B17 Memorial, £15.00 Sale of Book of Walks, £40.00 sale of unused hedging plants. A

credit of £291.60 from Oxford Direct Services (ODS) was noted. The Clerk will investigate whether the credit is due or an administration error on the part of ODS.

Business Reserve Income was: £28.14 (interest).

## **22/160 Payments**

**Resolved** to approve the following payments: £52.00 Shield Maintenance Ltd, £550 St Peter's Church, £70.45 Parish Administration. £5.00 Castle Water (Direct Debit).

## **22/161 Financial and Management Risk Assessment**

The draft Financial and Management Risk Assessment was discussed. It was agreed to add risk associated with trees on parish council owned land and use of adult exercise equipment. The amended risk assessment will be brought back to a future meeting for approval.

## **22/162 Internal Audit**

The Clerk reported that Mr Heinrich is happy to carry out the Internal Audit for 2022/23.

**Resolved** to appoint Mr Heinrich as Internal Auditor for 2022/23. The Scope of Works as circulated was approved.

## **22/163 Projects**

### Public Art – s106 funding

Cllr Suter has written to the Public Art Officer at South Oxfordshire District Council (SODC) to discuss the split of public art funding following the parish council's response to application P23/S0370/S73 regarding the discharge of condition 34 related to public art funding generated from the industrial development on Rycote Lane, near Thame.

### Neighbourhood Priority Statement (NPS)

SODC has indicated that the deadline for submission by end of March is not a hard deadline and there is some flexibility. Cllr Suter will circulate the draft NPS.

### Miss Cross Field

Cllrs Groves and Lindsey met with a representative from Creative Play who reported that bark under the old climbing frame had rotted sufficiently that it will not need to be removed. The upright posts need to be cut near to ground level and the surface will be ready for the new equipment to be installed. Volunteers will undertake the ground work as part of the village tidy day. This represents a significant saving in ground maintenance costs

Discussion took place on whether Creative Play install the matting or it is fitted after installation by a different contractor. All agreed that the matting should be installed at the same time as the equipment.

The Clerk confirmed £3k of CIL monies had been set aside for the project. Cllr Lindsey has submitted a funding application to the National Lottery for £8k. It was agreed that funding to purchase the equipment will need to be in place before a formal order is signed with Creative Play. Creative play has confirmed that no deposit is required and full payment is due on satisfactory completion of the work.

**Resolved** to accept the revised quotation from Creative Play at a cost of £17,987.00 (excl. vat).

### War Memorial

The Clerk confirmed Thame Town Council had agreed to lend their water bowser to the contractor to enable the war memorial to be cleaned. The Clerk will liaise with the contractor regarding a date for the work to enable Cllr Suter to contact the landowner of the adjacent field.

## **22/164 Grass Cutting**

Cllr Groves invited three contractors to quote for grass cutting 2023. Of the quotations received Cllr Groves proposed to accept A W Grounds quotation at a total cost of £3,520.00 (excl vat). This fell within 2023/24 budget for grass cutting with an allowance for an extra cut if needed.

**Resolved** to accept A W Grounds quotation of £3,520 (excl. VAT).

## **22/165 Allotments**

Cllr Brown had received a request from an allotment holder to keep bees on the allotments. It was agreed that the Allotment Rules and Tenancy Agreements for 2023 are circulated without change but that an item is added to the next agenda to discuss keeping bees on the allotments.

## **22/166 Reports from Committees / County & District Councillors**

County Cllr van Mierlo had circulated his monthly report and added the Oxfordshire Fair Deal Alliance budget was passed at Full Council. The budget sees above inflation investment in children's services, and significant increases for adult social care and highways.

The 5-year network management (highways) plan was agreed at Cabinet. This is a plan on how the highway network is used i.e. things that go on the road, rather than the road itself.

A new verges and vegetation policy has been adopted to improve the management of roadside nature reserves and support for local communities to manage biodiversity.

Chalgrove Airfield – OCC held a meeting with Homes England (HE) on 9 February 2023. HE confirmed they still plan to submit a planning application. Over the next six months they will revise the masterplan and transport package. Cllr van Mierlo has requested a meeting between HE and Councillors from OCC and South Oxfordshire District Council (SODC) to take place in March.

Oxfordshire County Council's (OCC) new Chief Executive, Martin Reeves, as now started. Martin joins OCC from Coventry City Council.

### **Reports from Committees:**

**Village Hall** – Cllr Woodrow reported plans to celebrate the King's coronation were well underway. A plea for more volunteers to help had been sent via the village WhatsApp group. New recruits are needed for the Village Hall Committee following the resignation of two members.

**Allotments** – Cllr Sheehan has approached three suppliers for quotes for the deer fencing. Despite chasing he has only received two. Approximate cost is £6k. Cllr Sheehan will organise a 'mock up' of the two styles of fencing and arrange a site visit. Views of the residents will be gathered via a consultation before a final decision on the design is taken.

**Environment** - It was agreed that Cllr Sheehan submit responses (previously circulated to Councillors) to the following consultations on behalf of the parish council. Thames Water Resource Management Plan Consultation, Oxfordshire County Council (OCC) Area Weight Restrictions Engagement Consultation and the OCC Oxfordshire Housing & Economic Needs Assessment.

**Footpaths, Communication, Playing Fields, Millennium Wood** – Nothing to report.

## **22/167 Correspondence**

There was no further correspondence to add to that previously circulated.

## **22/168 Information Exchange**

The Clerk will circulate links to the Nomination form to register to stand in the local elections taking place on Thursday 4 May 2023. Nomination forms must be submitted in person to SODC offices at Abbey House in Abingdon. The closing date for submission of forms is 4pm on Tuesday 4 April 2023.

It was noted that due to the elections the Annual Parish meeting cannot be held before 15 May 2023. It was agreed to hold the Annual Parish Meeting on Monday 15 May 2023, 7.30pm in the Village Hall.

Following installation of the 20mph speed limit in the village, some residents have asked how drivers can be encouraged to slow down when travelling along the Thame Road (outside of the 20mph limit). It was agreed to add an item to the next agenda to discuss.

Agenda items for next meeting: Allotment Rules, Village Tidy Day, Asses Register, Speed Reduction Measures.

## **22/169 Date of Next Meeting**

It was agreed the next meeting will be the Annual Parish meeting to be held on 3 April 2023, commencing at 7.30pm, followed by the Parish Council meeting at the Village Hall.

There being no further business, the meeting closed at 8.50pm

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Chairman  
3 April 2023